

**Minutes of the Village Board Meeting
March 23, 2020 at 6:30 p.m.
Village Hall Board Room**

Call to Order

Village President Burt R. McIntyre called the meeting to order at 6:30 p.m.

Roll Call

In Person: Village President Burt R. McIntyre; Trustee Cathy Hughes, Wards 5 & 6; Trustee Ray Suennen, Wards 11 & 12; Trustee Craig McAllister, Wards 15-17

By Phone: Trustee Maria Lasecki, Wards 1 & 2; Trustee Chris Nielsen, Wards 3 & 4; Trustee John Muraski, Wards 7 & 8; Trustee Scott Beyer, Wards 9 & 10 Trustee Adam Lemorande, Wards 13-14 & 18

Also, staff in person: Paul Evert and Ed Janke

Staff by phone: Chris Haltom, Dave Wiese, Geoff Farr, Mike Kaster, Leigh Ann Wagner Kroening

The board recited the Pledge of Allegiance.

B. McIntyre confirmed the Village Board's compliance with state open meeting laws.

Approve Agenda

C. Hughes moved to approve the agenda. R. Suennen seconded. **The motion carried unanimously.**

Public Appearances

None

**Future Agenda Items/
Announcements**

None

Consent Agenda

C. McAllister moved to approve the consent agenda. C. Hughes seconded. C. McAllister pulled Item 4g – the Plan Commission items. **The motion carried unanimously**, and the following items were approved as part of the Consent Agenda:

Village Board meeting minutes from March 9, 2020

Receipt of the Plan Commission meeting minutes from March 16, 2020

Municipal Invoices paid with checks #68006–68087 totaling \$1,090,717.41

The Temporary Class B Retailer's License for the Brown County Sportsman's Club for the Packerland Scholastic Clay Shooting Program Wine and Cheese Event April 26, 2020 at 1711 E. Deerfield Ave.

The Temporary Class B Retailer's License for the Wisconsin Humane Society – Green Bay Campus for the 12th Annual Wisconsin Humane Society Slow Pitch Softball Tournament Aug. 8, 2020 at Nouryon Sports Complex

Plan Commission Items

C. McAllister asked for clarification about the impervious surface and stormwater requirements for VH-389, which includes The Watering Hole. Steve Bieda of Mau and Associates came forward to explain the ratio of impervious surface only for the properties included in the project. He said he will provide the exact calculations before the project goes forward for final approval. C. McAllister also asked about the ability for the street to handle the additional traffic. G. Farr explained that the streets serving the project are both two-lane roads.

C. McAllister moved to approve the following:

- i. The request from Duquaine Development to rezone the west 3.98 acres of Parcel VH-389 and the west 55 feet of Parcel VH-389-1 from R-1 Single-Family Residential and R-2 Residential Single-Family Duplex by Subdivision to R-4 Residential Multi-Family.
- ii. The request from Duquaine Development for conditional use approval to construct three 20-unit apartment buildings and two 16-unit apartment buildings for a total of 92 units on the west 3.98 acres of Parcel VH-389, the west 55 feet of Parcel VH-389-1, and on Parcel VH-408-6, located at 2036 Elmwood Court.

R. Suennen seconded. **The motion carried unanimously.**

Old Business

Resolution 2020-07

amended Relocation Order

M. Kaster explained that since the Transportation Plat page number 05-136-016.3 was not mentioned in the Resolution 2020-03, the Village Board technically did not approve that page of the TPP. Resolution 2020-07 amends Resolution 2020-03 to include the inadvertently omitted page number. C. Nielsen moved to approve Resolution 2020-07, an amended Relocation Order for the laying out of a transportation corridor, and extension and construction of sanitary sewer. S. Beyer seconded. **The motion carried 8-0 (C. McAllister abstained.)**

Village Green earthwork project

M. Kaster discussed the Village Green site earthwork project that would create four residential lots and a storm water pond. He included potential lot sale prices and discussed the idea to leave some fill on the site to reduce the project cost. The board discussed. R. Suennen moved to approve awarding the Village Green earthwork project to McKeefy & Sons for \$172,202.50, contingent upon attorney review of the contracts. C. McAllister seconded. **The motion carried unanimously.**

Awarding Schedule 3 of the Utility Rehab project

M. Kaster reviewed Schedule 3 of the Utility Rehab Project, which includes the Village Green site earthwork project. C. McAllister moved to approve Schedule 3 to DeGroot Inc. for \$54,728.90, contingent upon attorney review of the contracts. C. Hughes seconded. **The motion carried unanimously.**

New Business

Agreement with Duquaine Development

P. Evert reviewed the pay-as-you-go proposal for TIF incentive for Duquaine Development. C. Nielsen moved to approve the Development

Agreement between the Village of Howard and the Duquaine Development. M. Lasecki seconded. **The motion carried unanimously.**

Public comment for annual Stormwater report

B. McIntyre opened the meeting for public comment on the Village of Howard's stormwater management permit requirements, planning, actions and annual report. Nobody spoke. B. McIntyre closed the public comment period.

MS4 Stormwater Management permit

M. Kaster reviewed the stormwater management permit requirements, planning, actions and annual report. J. Muraski moved to approve the village's Annual MS4 stormwater management report. A. Lemorande seconded. **The motion carried unanimously.**

Certified Survey Map for 2430 Memorial Drive

D. Wiese reviewed the proposed Certified Survey Map for 2430 Memorial Drive. M. Lasecki moved to approve the Certified Survey Map for Xia Moua at 2430 Memorial Drive, VH-664-1, with the condition that 12' utility easements are added along the Memorial Drive frontage and a 15' sanitary sewer easement is added on the east property line to protect any new construction from the very deep sanitary sewer. S. Beyer seconded. **The motion carried unanimously.**

Action on future Village Board meetings

P. Evert discussed the option to postpone future Village Board meetings due to the COVID-19 pandemic and the Safer At Home order from the governor. The board's consensus was to continue to hold meetings via phone with an option to attend in person.

Reports of Village Officials

E. Janke reviewed COVID-19 protocols and response. The board discussed. **No action was taken.**

C. Haltom discussed the surge in requests for absentee ballots and the protocols that have been put in place to handle in-person absentee voting in the Community Center. **No action was taken.**

Adjourn

C. McAllister moved to adjourn. C. Hughes seconded. **The motion carried unanimously, and the board adjourned at 7:27 p.m.**

Leigh Ann Wagner Kroening
Administrative Assistant